

## NATIONAL SCHOOL CHAPLIANCY PROGRAMME CROSS SECTOR PANEL

### TERMS OF REFERENCE

#### 1. Purpose

The National School Chaplaincy Programme (NSCP) Cross Sector Panel (the Panel) has been established in line with the requirements of the Project Agreement for the National School Chaplaincy Programme.

The Panel will:

- confirm the application, selection, implementation and reporting processes across sectors
- agree and utilise assessment criteria for the selection of schools to receive funding under the NSCP
- provide advice on provider qualification requirements
- participate in the program evaluation process
- facilitate implementation of the NSCP in Northern Territory schools.

#### 2. Term

The Panel will operate for the duration of the funding agreement, from November 2014 and continues until June 2019.

#### 3. Membership

The Panel will comprise representatives from across the Northern Territory schooling sectors through the following members:

Position	Name & Contact	Organisation
Executive Director, School Support Services (CHAIR)	<i>Maree Garrigan</i> E: <a href="mailto:maree.garrigan@nt.gov.au">maree.garrigan@nt.gov.au</a> Tel: 8944 9234	Department of Education
Director School Services	<i>Greg O'Mullane</i> E: <a href="mailto:greg.omullane@nt.catholic.edu.au">greg.omullane@nt.catholic.edu.au</a> Tel: 89841400	Catholic Education Office
Executive Director	<i>Gail Barker</i> E: <a href="mailto:gail.barker@aisnt.asn.au">gail.barker@aisnt.asn.au</a> Tel: 89818668	Association of Independent Schools NT

Chief Executive Officer	<b>Geoff Bateman</b> E: <a href="mailto:ceo@ntcsa.nt.edu.au">ceo@ntcsa.nt.edu.au</a> Tel: 89204355	NT Christian Schools
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The Panel will be provided support as required by:

Position	Name & Contact	Organisation
Director, School Quality, Improvement and Performance	<b>Victoria Eastwood</b> E: <a href="mailto:Victoria.eastwood@nt.gov.au">Victoria.eastwood@nt.gov.au</a> Tel: 8944 9301	Department of Education
A/Assistant Director, School Quality, Improvement and Performance	<b>Cathie Stinson</b> E: <a href="mailto:Cathie.stinson@nt.gov.au">Cathie.stinson@nt.gov.au</a> Tel: 8944 9314	Department of Education

#### 4. Roles and Responsibilities

4.1 Members of the Panel will commit to:

- attending all scheduled Panel meetings and if necessary nominating a delegate
- make timely decisions and take action so not to hold up progress

4.2 Members of the Panel will expect:

- that each member will be provided with complete accurate and meaningful information in a timely manner
- to be given reasonable time to make key decisions and /or provide feedback
- open and honest discussions without misleading assertions
- to be alerted to potential risks and issues that could impact progress

#### 5. Meetings

5.1 All meetings will be chaired by the Department of Education Executive Director, School Support Services.

5.2 Meeting agendas and relevant papers will be provided by the Department of Education prior to each meeting. Minutes will be provided within one week following each meeting.

5.3 Meetings will occur as required for the duration of the project agreement in order to meet milestones (Table 1, p5; *Project Agreement for the National School Chaplaincy Programme*)

5.4 Meetings of the group will be face to face where possible.